



SOUTHWEST WASHINGTON REGIONAL AIRPORT  
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## **Airport Operating Board Meeting Minutes**

**July 18, 2024 @ 3:00 pm**

**Chairman: Call to Order by B. Wood at 3:00 p.m.**

### **Roll Call and Pledge of Allegiance:**

B. Wood, A. Erickson, A. Mortensen, K. Young.

### **Approve Meeting Minutes (action)**

**A. Erickson** moved to approve the June meeting minutes. **B. Wood** seconded the motion. All voted yes; motion passes.

### **Treasurer Report for June:**

Operating Revenue:	\$107,976	
Total Expenses:	\$546,394	
Operating Expenses:	\$155,940	
Capital Expenses:	\$390,454	
Total Cash:	\$835,752	Unrestricted: \$835,752

### **June General Claims (action)**

**A. Mortensen** moved to approve the amended June General Claims. **A. Erickson** seconded the motion. All voted yes; motion passes.

### **Citizens Business**

**None**

### **Review/Approve Draft 2025 Airport Operating Budget (action)**

**C. Stommel** reviewed the draft 2025 budget with the board. Some clarification will be needed on some of the line items. **C. Stommel** to make further updates and return at the August meeting with an amended draft budget.

### **Hangar/Building Occupancy Report (update)**

100% occupancy. 54 names on the list. 31 of those are for aviation use.

### **Airport Manager's Report**

#### **Project Updates -**

**Taxiway/Apron - Advertisement for bids went out this week. The walk through was conducted yesterday with six representatives attended. Bids are due July 29, 2024.**

**Construction won't be until May-June 2025**

**Hazel St. Bridge - A recent meeting with the FAA and city engineers identified some more**

challenges for land use in the Runway Protection Zone (RPZ). The City's engineers will be making some changes to the plans to address those challenges and the package will be sent back to FAA hands on Monday for approval.

Fuel Tanks - Piping is installed. Electrical work is nearly complete. Mascott identified a discrepancy list of items Tapani needs to rectify. This list was sent to Tapani on 7/9. A majority of those items have been taken care of but a few minor ones are still outstanding. The Fire Marshall inspection is complete and a tentative test operation date is scheduled for August 8th. FBO has been made aware so the proper fuel can be available.

Land Lease for G-111 Albatross. This aircraft was moved over to the NW corner of the airfield on July 2, 2024. A month-to-month land lease was created with a termination date of October 31, 2024 bringing in just under \$400 per month in revenue. At which time, the aircraft may be moved back over to the FBO ramp at the end of fire season.

#### **Airport Board Member Reports**

B. Wood – None

K. Young – None

A. Mortensen – None

A. Erickson – None

#### **Review of any follow-up items identified in today's meeting.**

**None**

#### **Adjourn Board Meeting**

Board chairman: Wrap up at 3:42 p.m. and announce next board meeting date (August 15, 2024 at 3:00 p.m.).